



DEVAL L. PATRICK
GOVERNOR

TIMOTHY P. MURRAY
LIEUTENANT GOVERNOR

KEVIN M. BURKE
SECRETARY

COLONEL MARK F. DELANEY
SUPERINTENDENT

The Commonwealth of Massachusetts

Department of State Police

Certification Unit

485 Maple Street

Danvers, Massachusetts 01923

(978) 538-6116 Voice

(978) 538-6021 Fax

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TO: Facilities Employing Special State Police Officers

FROM: Detective Lieutenant Barbara J. Bennett, Commanding Certification Unit *BAB*

RE: Massachusetts State Police Certification Unit Standard Operating Procedures Concerning Equivalent Training Guidelines - Special State Police Officer (SSPO) Applications

The following are guidelines for the evaluation of equivalent training and academic credentials submitted for SSPO Applicants. Please submit the appropriate completed application, fee and one (1) blue applicant fingerprint card. The requirements listed below are in lieu of applicant graduating from the Massachusetts State Police Academy or a full time Municipal Police Academy administered by the Massachusetts Criminal Justice Training Council.

Completion of the Massachusetts Criminal Justice Training Council's 120 hour Reserve/Intermittent Academy is mandatory. Applicants are also required to have successfully completed one (1) of the following requirements:

- **Graduate of an accredited University/College in Massachusetts, granted an Associates Degree/or higher in Criminal Justice.**
**Include Copy of University/College Diploma & transcript of grades*
- **Graduate of Police academies outside of Massachusetts administered by the Police Training Council of those states, the Federal Government or United State Military.**
- **Graduate of an accredited University/College outside of Massachusetts, granted an Associates Degree or higher in Criminal Justice.**
**Include copy of academy diploma & course syllabus*
*** Applicants are required to pass an exam on Criminal Law approved by the Massachusetts Criminal Justice Training Council prior to appointment.*
- **Employed as an Auxiliary/Seasonal police officer by a Massachusetts Municipal Police Department with a minimum of two years work experience.**
**Include letter from Chief of Police verifying applicant's employment and certifying powers of arrest.*

Any Warranted SSPO returning from any Leave or break in service that exceeds three years must meet all requirements for reentry.

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